

**MEETING MINUTES**  
**FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION**  
**SEPTEMBER 12, 2016 – 5:15PM**  
**FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM**  
**31555 W. ELEVEN MILE ROAD**  
**FARMINGTON HILLS MI 48336**

**CALLED TO ORDER BY** Chair Jackson 5:15pm

**MEMBERS PRESENT:** Avie, Buszka, Ciaramitaro, DeFranco, Faine, Falkowski, Fashbaugh, Jackson, Marachi, Mintz, Moyna, Sloan, Szymusiak, Tutak, Wecker, York and Yuskowatz

**LIAISONS PRESENT:** Neufeld, Kollar and Warthman

**OTHERS PRESENT:** David Jones (Freedom Gateway Center)

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
2	<b>EVACUATION-SHELTER RTES</b>	Evacuation to Police Dept. and congregate in lobby located to West of City Hall. In the event a situation prevents evacuation to police department we would evacuate to the Fire Dept #5 on the East side of City Hall campus.	
3	<b>APPROVAL OF AGENDA</b>	<b>9-12-16</b>	<b>MOTION BY: Faine</b> <b>SUPPORT BY: Wecker</b> TO APPROVE AS SUBMITTED <b>MOTION CARRIED: ALL</b>
4	<b>APPROVAL OF MINUTES</b>	<b>8-01-16</b>	<b>MOTION BY: Ciaramitaro</b> <b>SUPPORT BY: York</b> TO APPROVE AS SUBMITTED <b>MOTION CARRIED: ALL</b>
5	<b>AGENDA ITEM: EVENTS, ACT., MARKETING &amp; PROGRAMS</b>	<p><b>Annual Wellness Fair</b> @ Costick Center on 9/20/16. Tutak, York &amp; Sloan at table from 10:00- 1:00 PM.</p> <p><b>Yuskowatz YMCA Report</b>-Kyle Anderson is new Executive Director. Yuskowatz will be attending a meeting this week to discover fall programing. Check website for upcoming events.</p> <p><b>DeFranco</b> suggested use of the <b>group picture taken of the Commissioners</b> last December for the Emergency Preparedness Handbook page @ fhready.com. Jackson will contact City Manager to arrange.</p> <p><b>Tutak</b> attended City Council meeting to introduce <b>C.E.R.T.</b> to council members and discuss relevance for our city. There was consensus amongst City Council to have Tutak develop proposed guidelines along with input from the FHFD and FHPD chiefs. Also CC confirmed Proclamation recognizing September, 2016 as Emergency Preparedness month. Buszka to receive proclamation for youth. preparedness.</p>	Moyna reported <b>Frist Presbyterian Church Fall Fest</b> took place 9/11/16 and celebrated 50 years of Boy Scouts Troop 179. There were 276 in attendance and he picked up 3 emails for Do-One-thing newsletter.

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
7	<b>AGENDA ITEM: MI&amp;REG</b>	CERT teams conducted a Point of distribution <i>exercise</i> on Friday to test the ability to deliver medications to general public. In the event of a health emergency severe enough to deplete local supplies volunteers would deliver and distribute meds. (such as antibiotics that are used in the event of an Anthrax threat). Our location would be the Costick Center. This would be coordinated between Beaumont and FHFD.	
8	<b>AGENDA ITEM: LIAISONS REPORTS</b>	<p><b><u>FHFD</u> – Wecker</b></p> <ul style="list-style-type: none"> <li>• <b>CPR &amp; AED class Sept. 13</b> from 5:30-9:00 PM. To be held at FS #4 on Drake. \$10 fee for residents. Register at eKarlson@fhgov.com. 27 registered@ this time. Next classes 10/25/16 &amp; 12/8/16 @ same time &amp; place.</li> <li>• <b>EMT class</b> has need of patient volunteers for “practical” days on Saturdays from 10-3 PM and Wecker invited Commissioners to sign up today.</li> <li>• <b>FPS CPR Initiative</b> will begin at Harrison High school the week of October 10<sup>th</sup>. The other 2 high schools will begin CPR training in Dec/Jan. Press coverage will be coordinated.</li> <li>• <b>HAM</b> radio station to run cable @ CC sometime this week. Will still have to program radios and instruct.</li> </ul> <p><b><u>FHFD</u> – Neufeld</b></p> <ul style="list-style-type: none"> <li>• <b>ALICE</b> - all city personnel have gone thru training. Dept. would like for all schools to complete as well. Encouraging “grass roots” support from EPC and public.</li> <li>• <b>Open house</b> – October 7 from 3-7 PM at the on campus fire station. EPC volunteer to hand out brochures and available for questions.</li> </ul> <p><b><u>FPS</u> – Warthman</b></p> <ul style="list-style-type: none"> <li>• <b>Avoid, Deny and Defend training model</b> for all officers completed and they learned how to respond to active shooter scenarios. <b>Warthman</b> suggested for civilians FEMA 907, an active shooter training and once completed FEMA will certify.</li> <li>• <b>Expressed</b> thanks for volunteers who helped with fireworks at Founders.</li> <li>• <b>Excess military equipment</b> is continuing to be made available to police departments. (W/H located in Cols. OH)</li> </ul>	

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
9	<b>AGENDA ITEM: PUBLIC</b>	NONE	
10	<b>AGENDA ITEM: Comm Comments</b>	HOSA-national student organization that promotes career opportunities in the health care industry will hold annual conference December 3 <sup>rd</sup> . Sloan introduced Monica Kollar who will be the staff member from FH Crime Prevention. Tutak announced nationwide warning siren test set for September 28 at 2:20 PM EST and will be broadcast on all phones, TV, radio, cable systems, digital and audio systems.	
11	<b>Other:</b>	Jackson will speak with Buszka about a faith-based CPR project.	
12	<b>ADJOURNMENT</b>		Meeting adjourned at 6:20 PM
	<b>MINUTES PREPARED BY</b>	<b>Minutes Prepared by Joy DeFranco Member EPC 248-661-8737</b>	